

Resume



Neelam Singh

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OBJECTIVE:

To be a part of reputed organization, work in a healthy and challenging environment and create an equivalent working condition for others. To obtain a challenging and suitable position in a professional Organization where I can make use of my inherent and acquired skills.

EDUCATIONAL QUALIFICATION:

- **MA (Environmental Education):** From Kurukshetra University (India) in 2016
- **MA (English):** From Kurukshetra University (India) in 2014
- **MA (Education):** From Kurukshetra University (India) in 2013
- **Bachelor of Education:** From Kurukshetra University (India) in 2009
- **Bachelor of Arts:** From Kurukshetra University (India) in 2008

PROFESSIONAL EXPERIENCE:

1. 4 years and 10 months experience in **St. Xaviers** High School, Panchkula, Haryana, India
2. 4 years' experience in **MRRA** Senior Secondary School, Shahabad, Haryana, India
3. 3 years' experience in **Maharaja Aggarsain** Public School, Shahabad, Haryana, India

ACHIEVEMENTS:

- Qualified HTET (Lecturer Category) held in Nov,2011 and June,2016
- 3 months Computer Diploma Certificate from Meditech Multimedia, Regd. By Haryana Govt., India
- Was given the senior most classes in the first appoint.

- Taught English to classes VI to XII in a row
- Awarded second position in Group Dance Competition from KV No. 2, AFA, Hyderabad
- Awarded second position in Hindi Skit Competition from KV No. 2, AFA, Hyderabad
- Awarded second position in 100mts Race Competition KV No. 1, Belgaum
- Runner-up in Volleyball competition from KV No.1, AFS, Belgaum
- Third position in Throw ball competition from KV No. 2, AFA Hyderabad
- Awarded first position in Salad Competition from KV No. 2, AFA Hyderabad
- Merit certificate for excellence in Art
- Assisted and anchored many functions in teaching as well as in school.

COMPUTER EXPOSURE:

- MS Office (Word, Excel & Power Point, Front Page)
- Internet Surfing

SKILLS:

- Excellent communication and organizational skills
- Strong interpersonal and problem-solving abilities
- Highly responsible & reliable
- Ability to work well under pressure in a fast-paced environment

PERSONAL PARTICULARS:

- Father's Name Satpal Singh
- Date of Birth: 20th July 1988
- Nationality: Indian
- Languages Known: English, Hindi, Punjabi
- Passport N9485361
- Passport Exp. 02-MAY-2026

Date:

Neelam Singh
MA(Eng.), B.Ed.,
MA(Edu.), MA (Env. Edu)